# CITY OF CAWKER CITY, KANSAS FINANCIAL STATEMENT FOR THE YEAR ENDED DECEMBER 31, 2012

# CITY OF CAWKER CITY, KANSAS CITY OF THE THIRD CLASS

### For the Year Ended December 31, 2012

Wayne Musgrove, Mayor

### **CITY COUNCIL**

Doug Bader

Carol Porter

James Hughes

Doug Strathman

Jan Cornely

### **CITY OFFICERS**

Pamila Brummer, Clerk

Harry Ganteinbein, Attorney

Carol Weeks, Treasurer

### For the Year Ended December 31, 2012

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#### **INDEPENDENT AUDITORS' REPORT**

Honorable Mayor and City Council City of Cawker City, Kansas 67437

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Cawker City, a Municipal Financial Reporting Entity, as of and for the year ended December 31, 2012 and the related notes to the financial statement.

### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1 to meet the financial reporting requirements of the State of Kansas. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the Kansas Municipal Audit and Accounting Guide. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditors' judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the City of Cawker City to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City of Cawker City as of December 31, 2012, or changes in financial position and cash flows thereof for the year then ended.

### Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Cawker City as of December 31, 2012, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the Kansas Municipal Audit and Accounting Guide described in Note 1.

### Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the 2012 fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, schedule of regulatory basis receipts and expenditures-agency funds, schedules of regulatory basis receipts and expenditures-actual-related municipal entity (Schedules 1, 2, 3 and 4 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the 2012 basic financial statement, however are required to be presented under the provisions of the Kansas Municipal Audit and Accounting Guide. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2012 basic financial statement. The 2012 information has been subjected to the auditing procedures applied in the audit of the 2012 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2012 basic financial statement or to the 2012 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the 2012 basic financial statement as a whole, on the basis of accounting described in Note 1.

The 2011 Actual column presented in the individual fund schedules of regulatory basis receipts and expenditures-actual and budget, schedules of regulatory basis receipts and expenditures-actual-related municipal entity (Schedules 2 and 4 as listed in the table of contents) are also presented for comparative analysis and are not a required part of the 2011 basic financial statement upon which we rendered an unqualified opinion dated August 23, 2012. The 2011 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration, Office of Management Analysis and Standards at the following link http://da.ks.gov/ar/muniserv/. Such 2011 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2011 basic financial statement. The 2011 comparative information was subjected to the auditing procedures applied in the audit of the 2011 basic financial statement and certain additional procedures. including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2011 basic financial statement or to the 2011 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2011 comparative information is fairly stated in all material respects in relation to the 2011 basic financial statement as a whole, on the basis of accounting described in Note 1.

Swindoll, Janzen, Hawk & Logd, UC

Certified Public Accountants

July 3, 2013

## SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH Regulatory Basis For the Year Ended December 31, 2012

	Beginning Unencum- bered Cash Balance	Prior Year Cancelled Encumb- rances	Receipts	Expendi- tures	Ending Un- encumbered Cash Balance	Add: Encum- brances and Accounts Payable	Ending Cash Balance
GENERAL FUND: General Fund	<b>\$</b> 46,323	<u>\$</u>	<u>\$ 245,462</u>	\$ 229,799	\$ 61,986	\$ 6,783	\$ 68,769
SPECIAL PURPOSE FUNDS: Library Fund Youth Activity Fund	- 4,839	-	11,438 825	11,307 5,664	131	-	131
Special Highway Fund Special Parks and Recreation Fund Street Maint. and Reconstruction Fund State Grants Fund	7,036 7,481 3,129 3,900	- - -	12,072 1,777 40,706 12,000	19,003 4,373 40,228 3,900	105 4,885 3,607 12,000	729 - 120	834 4,885 3,727 12,000
Total Special Purpose Funds	26,385		78,818	84,475	20,728	849	21,577
CAPITAL PROJECT FUNDS: Sewer Project Fund Municipal Equipment Reserve Fund Capital Improvements Reserve Fund	(731) 11,003 30,349	- - -	107,200 16,000	103,036	3,433 27,003 30,349	- - -	3,433 27,003 30,349
Total Capital Project Funds	40,621	-	123,200	103,036	60,785		60,785
BUSINESS FUNDS: Electric Utility Fund Electric Operations and Maint Reserve Fund Water Utility Fund Water Reserve Fund Sewer Utility Fund Landfill Fund Municipal Golf Course Fund	217,541 166,085 40,733 35,640 47,706 2,837 296	- - - - -	529,391 10,000 98,151 7,500 65,352 46,547 24,297	545,546 106,842 57,696 48,208 15,182	201,386 176,085 32,042 43,140 55,362 1,176 9,411	26,655 - 1,826 - 417 2,000	228,041 176,085 33,868 43,140 55,779 3,176 9,411
Total Business Funds	510,838		781,238	773,474	518,602	30,898	549,500
RELATED MUNICIPAL ENTITY: Library Board	9,943		17,782	19,661	8,064		8,064
Total Financial Reporting Entity (Excluding Agency Funds)	\$ 634,110	<u>\$</u>	\$ 1,246,500	\$ 1,210,445	\$ 670,165	\$ 38,530	\$ 708,695
COMPOSITION OF CASH: Petty Cash Checking Account - Farmers & Merchants Sta Grant Account - Farmers & Merchants State E Certificates of Deposit - Farmers & Merchants Related Municipal Entity	Bank						\$ 100 29,323 12,000 665,000 8,064
Total Cash Less Agency Funds per Schedule 3							714,487 (5,792)
Total Financial Reporting Entity (Excluding	g Agency Fund	s)					\$ 708.695

### **NOTES TO FINANCIAL STATEMENT**

### For the Year Ended December 31, 2012

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### (a) Municipal Financial Reporting Entity

The City of Cawker City is a municipal corporation governed by an elected mayor and an elected five-member council. The regulatory financial statement presents the City of Cawker City (the municipaltiy) and its related municipal entity. The related municipal entity is included in the City's reporting entity because it was established to benefit the city and/or its constituents.

Library Board. The City of Cawker City Library Board operates the City's public library. Acquisition or disposition of real property by the board must be approved by the City. Bond issuances must also be approved by the City.

### (b) Regulatory Basis Fund Types

**General Fund** - the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

**Special Purpose Fund** - used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

**Bond and Interest Fund** - used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Project Fund - used to account for the debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

**Business Fund** - funds financed in whole or in part by fees charged to users of the goods or services (i.e. water fund, electric fund, etc.).

**Trust Fund** – funds used to report assets held in trust for the benefit of the municipal financial reporting entity (i.e. pension funds, investment trust funds, private purpose trust funds which benefit the municipal reporting entity, scholarship funds, etc.).

**Agency Fund** – funds used to report assets held by the municipal reporting entity in a purely custodial capacity (i.e. payroll clearing fund, county treasurer tax collection accounts, etc.)

### (c) Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The Kansas Municipal Audit and Accounting Guide (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis revenues and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT.)

The City has approved a charter ordinance that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the statutory basis of accounting.

### (d) Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the General Fund, Special Purpose Funds (unless specifically exempted by statute), Bond and Interest Funds and Business Funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- 1. Preparation of the budget for the succeeding calendar year on or before August 1st.
- 2. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
- 3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
- 4. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for 2012.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which, revenues are recognized when cash is received and expenditures include disbursements, accounts payable and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the municipality for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budget expenditure authority lapses at year end.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

### 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### Compliance with Kansas Statutes

No statutory violations noted in 2012.

#### 3. DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

### 3. DEPOSITS AND INVESTMENTS (CONT.)

Concentration of credit risk. State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The City does not have investments at December 31, 2012.

Custodial credit risk – deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at December 31, 2012.

At December 31, 2012, the City's carrying amount of deposits was \$706,323 and the bank balance was \$718,108. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by federal depository insurance and the remaining \$468,108 was collateralized with a letter of credit with the City's financial institution.

Custodial credit risk – investments. For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

### 4. LONG-TERM DEBT

Changes in long-term liabilities for the City for the year ended December 31, 2012, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity	Ве	alance ginning of Year	Add	itions	 ductions/ syments	E	alance End of Year	Interest Paid
Golf Green Surface Lease Purchase	5.00%	09/17/07	\$ 70,000	2019	\$	51,049	\$	-	\$ 5,345	\$	45,704	\$ 2,555
KDHE Revolving Loan	2.36%	09/01/12	255,926	1932				55,669	 6,033	_:	249,636	2,358
Total Contractual Indebtedness					\$	51,049	\$ 2	55,669	\$ 11,378	\$ :	295,340	\$ 4,913

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

					Year				
	2013	2014	2015	2016	2017	2018 to 2022	2023 to 2022	2028 to 2022	Total
PRINCIPAL:									
Golf Green Surface Lease Purchase KDHE Revolving Loan	\$ 5,613 <u>47,902</u>	\$ 5,893 8,608	\$ 6,188 8,835	\$ 6,498 9,067	\$ 6,823 9,305	\$ 14,689 50,321	\$ - 57,288	\$ - 58,310	\$ 45,704 249,636
Total Principal	53,515	14,501	15,023	15,565	16,128	65,010	57,288	58,310	295,340
INTEREST:									
Golf Green Surface Lease Purchase	2,287	2,006	1,711	1,402	1,076	1,111	-	-	9,593
KDHE Revolving Loan	5,749	5,209	4,983	4,751	4,513	18,768	11,801	3,870	59,644
Total Interest	8,036	7,215	6,694	6,153	5,589	19,879	11,801	3,870	69,237
TOTAL PRINCIPAL AND INTEREST	\$ 61,551	\$ 21,716	\$ 21,717	\$ 21,718	\$ 21,717	\$ 84,889	\$ 69,089	\$ 62,180	\$ 364,577

#### 5. DEFINED BENEFIT PENSION PLAN

**Plan Description.** The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by Kansas law. KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS (611 S. Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

Funding Policy. K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. Effective July 1, 2009 KPERS has two benefit structures and funding depends on whether the employee is a Tier 1 or Tier 2 member. Tier 1 members are active and contributing members hired before July 1, 2009. Tier 2 members were first employed in a covered position on or after July 1, 2009. Kansas law establishes the KPERS member-employee contribution rate at 4% of covered salary for Tier 1 members and at 6% of covered salary for Tier 2 members. The employer collects and remits member-employee contributions according to the provisions of section 414(h) of the Internal Revenue Code. Kansas law provides that the employer contribution rates be determined annually based on the results of an annual actuarial valuation. KPERS is funded on an actuarial reserve basis. Kansas law sets a limitation on annual increases in the employer contribution rates.

The State of Kansas is required to contribute the statutory required employers share.

#### 6. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

### (a) Other Post Employment Benefits

As provided by K.S.A. 12-5040, the City allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

### (b) Other Employee Benefits

Vacation - Vacation leave if not taken shall not accrue from year to year. No vacation leave shall be taken until a new employee has completed six months of continuous service. Employees may use vacation leave in units of not less than one hour. Upon retirement, discharge, dismissal, or other circumstances of separation of an employee from his employment with the City, the City shall pay to such employee the value of any earned but unused vacation leave.

Each permanent full-time employee will accrue vacation leave as follows:

Years of Service	<u>0 to 9</u>	<u> 10 +</u>
Hours earned per month	6.67	10
Maximum accumulation	80	120
Equivalent work days	10	15

Sick leave - All full-time employees who work at least 40 hours or more per week, shall be entitled to sick leave with pay for absences resulting from personal illness, injuries, accidents or other physical incapacities, occurring either on or off the job. Sick leave, if not taken, shall accrue to no more than 480 hours at the end of each year. All excess sick days not used by the end of the year will be forfeited. Upon termination, no employee will be compensated for unused sick leave.

Amount of sick leave - Eligible employees shall earn eight hours of sick leave for each full month of service.

#### 7. CLAIMS AND JUDGMENTS

The City participates in federal, state and county programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by the appropriate grantor government. If expenditures are disallowed due to noncompliance with grant program regulations, the City may be required to reimburse the grantor government. As of the date of this report, grant expenditures have not been audited, but the City believes that disallowed expenditures, if any, based on subsequent audits will not have a material effect on any of the individual governmental funds or the overall financial position of the City.

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injury to employees, and natural disasters. The City has purchased commercial insurance for these potential risks. There have been no significant reductions in insurance coverage from 2011 to 2012 and there were no settlements that exceeded insurance coverage in the past three years.

During the ordinary course of its operations, the City is a party to various claims, legal actions and complaints. It is the opinion of the City's management and legal counsel that these matters are not anticipated to have a material impact on the City.

#### 8. INTERFUND TRANSFERS

Operating transfers were as follows:

From	То	Regulatory Authority	_ <u>A</u>	mount
State Grants	General	Close fund	\$	505
Electric Utility	General	K.S.A. 12-825d	•	15,000
Electric Utility	Electric Reserve	K.S.A. 12-825d		10,000
Water Utility	Water Reserve	K.S.A. 12-825d		7,500
Water Utility	Municipal Equipment Reserve	K.S.A. 12-825d		3,000
Electric Utility	Municipal Equipment Reserve	K.S.A. 12-825d		5,000
Street Maint.	Municipal Equipment Reserve	CO-7		8,000
Youth Activity	General	Close fund		4,933
Total			\$	53,938

#### 9. SUBSEQUENT EVENTS

The City was awarded a CDBG grant in 2013 in the amount of \$384,700. This project is estimated to cost a total of \$395,700. The City will receive \$5,000 from Weatherization and is obligated for the difference of \$6,000.

Management has evaluated the effects of the financial statement of subsequent events occurring through the date of this report, which is the date at which the financial statement was available to be issued.

# CITY OF CAWKER CITY, KANSAS REGULATORY-REQUIRED SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2012

### **SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET**

## Regulatory Basis (Budgeted Funds Only) For the Year Ended December 31, 2012

	Certified Budget		Adjustment for Qualifying Budget Credits		Total Budget for Comparison		Expenditures Chargeable to Current Year		Variance - Over (Under)	
GENERAL FUND:										
General Fund	\$	260,386	\$ -	\$	260,386	\$	229,799	\$	(30,587)	
SPECIAL PURPOSE FUNDS:										
Library Fund		11,307	-		11,307		11,307		-	
Youth Activity Fund		5,883	-		5,883		5,664		(219)	
Special Highway Fund		19,775	-		19,775		19,003		(772)	
Special Park and Recreation Fund		5,586	-		5,586		4,373		(1,213)	
Street Maint. and Reconstruction Fund		62,937	-		62,937		40,228		(22,709)	
BUSINESS FUNDS:										
Electric Utility Fund		675,200	_		675,200		545,546		(129,654)	
Water Utility Fund		116,187	-		116,187		106,842		(9,345)	
Sewer Utility Fund		103,048	-		103,048		57,696		(45,352)	
Landfill Fund		50,054	-		50,054		48,208		(1,846)	
Municipal Golf Course Fund		17,539	-		17,539		15,182		(2,357)	

### **GENERAL FUND**

### **GENERAL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

### **Regulatory Basis**

				2012				
		2011 ctual	Actual		Budget			riance - Over Jnder)
Receipts								
Taxes -								
Ad valorem property tax	\$	15,353		,290	\$	50,873	\$	(6,583)
Back tax collections		2,733		,709		-		5,709
Motor vehicle tax		13,047	7	,358		5,127		2,231
Recreational vehicle tax		302		142		119		23
16/20M vehicle tax		104		176		35		141
Sales tax		50,963		,282		43,000		5,282
Local alcoholic liquor tax		2,242	1	,777,		2,042		(265)
In lieu of tax		-		-		3,500		(3,500)
Neighborhood revitalization		-		-		(2,487)		2,487
Other tax		-	4	,263		-		4,263
Occupational tax						300		(300)
Total Taxes		84,744	111	,997		102,509		9,488
Licenses and Permits -								
Utility franchise taxes		12,801	11	,351		14,000		(2,649)
Building permits		754	• •	840		600		240
Total Licenses and Permits		13,555	12	,191		14,600		(2,409)
		,		,,,,,,		**,,,,,		(=,,
Fines, Forfeitures and Penalties - Court fines		531	2	,227		800		1,427
The CM of the CM	<del></del>							
Use of Money and Property -			_			0.000		
Interest income		8,075	5	<u>,996</u>		2,000		3,996
Other Income -								
FEMA		-		-		1,000		(1,000)
Rental income		-		-		6,000		(6,000)
Utility sales tax and penalties		19,539	18	,564		18,000		564
Gifts and donations		-	3	,812		-		3,812
Reimbursements		39,854	48	,233		60,000		(11,767)
Miscellaneous		10,701	22	,004		1,500		20,504
Total Other Income		70,094	92	,613		86,500		6,113
Transfers In -								
Electric Utility Fund		10,000	15	,000		15,000		
State Grants Fund		10,000	10	505		13,000		505
Youth Activity Fund		-	4	<u>,933</u>		-		4,933
Total Transfers In	-	10,000		,438		15,000		5,438
		,		,	-			-,
Total Receipts		186,999	245	,462	\$	221,409	<u>\$</u>	18,615

### **GENERAL FUND**

### **GENERAL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

	2012						
	2011 <u>Actual</u>	Actual	Actual Budget				
Expenditures							
General Government -							
Personal services	\$ 64,322	\$ 69,160	\$ 39,000	\$ 30,160			
Contracted services	49,605	40,902	36,000	4,902			
Commodities	4,871	7,066	3,199	3,867			
Capital outlay	13,154	1,265	20,100	(18,835)			
Refunds	40	17		17			
Total General Government	131,992	118,410	98,299	20,111			
Police Department -							
Personal services	6,685	16,127	21,000	(4,873)			
Contracted services	1,611	3,686	5,600	(1,914)			
Commodities	1,510	2,448	3,000	(552)			
Capital outlay	5,747						
Total Police Department	15,553	22,261	29,600	(7,339)			
Governing Body -							
Personal services	775	<u>775</u>		<u>775</u>			
Fire Department -							
Personal services	322	277	400	(123)			
Contracted services	4,313	4,458	6,000	(1,542)			
Commodities	980	1,757	900	857			
Capital outlay	-	150	3,000	(2,850)			
Total Fire Department	5,615	6,642	10,300	(3,658)			
Street Department -							
Personal services	2,170	8,165	24,000	(15,835)			
Contracted services	6,619	6,331	6,000	331			
Commodities	1,462	17,667	13,000	4,667			
Capital outlay	,	944		944			
Total Street Department	10,251	33,107	43,000	(9,893)			

### **GENERAL FUND**

### **GENERAL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

		2012				
	2011 <u>Actual</u>	Actual	Budget	Variance - Over (Under)		
Expenditures (cont.)				-		
Park -						
Personal services	\$ 12,183	\$ 5,799	\$ 3,000	\$ 2,799		
Contracted services	2,932	10,291	1,000	9,291		
Commodities	3,102	1,879	2,000	(121)		
Capital outlay	7,037	2,981	200	2,781		
Total Park	25,254	20,950	6,200	14,750		
		<del></del>				
Public Housing -						
Personal services	27,259	<u>27,654</u>	34,000	(6,346)		
Noxious Weed -						
Commodities	873	_	2,000	(2,000)		
300000		<del></del>	2,000	(2,000)		
Employee Benefits -						
Social security & hospital insurance	-	_	17,000	(17,000)		
Retirement	-	_	8,000	(8,000)		
Workmans compensation	-	-	6,000	(6,000)		
Unemployment insurance			2,500	(2,500)		
Total Employee Benefits			22 E00	(33 E00)		
Total Employee Belletits			33,500	(33,500)		
Neighborhood revitalization	-		3,487	(3,487)		
Total Expenditures	217,572	229,799	\$ 260,386	\$ (30,587)		
			·			
Receipts Over (Under) Expenditures	(30,573)	15,663				
Unencumbered Cash, Beginning	76,896	46,323				
· · · · <del>-</del>		<del></del>				
Unencumbered Cash, Ending	<u>\$ 46,323</u>	\$ 61,986				

### **SPECIAL PURPOSE FUND**

### **LIBRARY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

	2012						
	2011 Actual Actual		Budget		Variance - Over (Under)		
Receipts							
Ad valorem tax	\$ 7,792	\$	7,877	\$	9,047	\$	(1,170)
Delinquent tax	478		1,139		-		1,139
Motor vehicle tax	2,425		2,444		2,601		(157)
Recreational vehicle tax	57		59		60		(1)
16/20 vehicle tax	18		34		18		16
Neighborhood revitalization	 <del></del>	_	(115)	_	(466)	_	351
Total Receipts	 10,769	_	11,438	<u>\$</u>	11,260	<u>\$</u>	178
Expenditures							
Neighborhood revitalization	-		-	\$	466	\$	(466)
Library Board Appropriation	 10,900	_	11,307	_	10,841	_	466
Total Expenditures	 10,900		11,307	<u>\$</u>	11,307	\$	<b>~</b>
Receipts Over (Under) Expenditures	(131)		131				
Unencumbered Cash, Beginning	 131	_					
Unencumbered Cash, Ending	\$ 	\$	131				

### **SPECIAL PURPOSE FUND**

### **YOUTH ACTIVITY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

	2011 Actual	Actual	Budget	Variance - Over (Under)
Receipts				
Sign rental Gifts and donations	\$ 1,150 202		\$ 1,050 	\$ (225) 
Total Receipts	1,352	825	\$ 1,050	\$ (225)
Expenditures				
Other youth activities	1,100	731	\$ 5,683	\$ (4,952)
Baseball donations		· -	200	(200)
Transfer to General Fund	46	4,933		4,933
Total Expenditures	1,146	5,664	\$ 5,883	\$ (219)
Receipts Over (Under) Expenditures	206	(4,839)		
Unencumbered Cash, Beginning	4,633	4,839		
Unencumbered Cash, Ending	\$ 4,839	<u>\$</u>		

### **SPECIAL PURPOSE FUND**

### **SPECIAL HIGHWAY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

### **Regulatory Basis**

						2012							
	2011 Actual Actual		2011		Actual Budget				Actual Budget		Budget		riance - Over Under)
Receipts State of Kansas - Fuel tax Other income		2,239 3,000	\$	12,072	\$	12,570 200	\$ (498) (200)						
Total Receipts	1	5,239		12,072	<u>\$</u>	12,770	\$ (698)						
Expenditures Personal services Contractual services Commodities Capital outlay		327 2,076 2,145		3,111 15,892	\$	7,000 3,000 2,000 7,775	\$ (7,000) 111 13,892 (7,775)						
Total Expenditures	1	4,548		19,003	\$	19,775	\$ (772)						
Receipts Over (Under) Expenditures		691		(6,931)									
Unencumbered Cash, Beginning		6,345		7,036									
Unencumbered Cash, Ending	\$	7,036	\$	105									

### **SPECIAL PURPOSE FUND**

### SPECIAL PARKS AND RECREATION FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

### Regulatory Basis

				2012							
		2011 Actual		Actual Budget		ludget		riance - Over Under)			
Receipts Alcoholic liquor tax	\$	2,242	\$	1,777	\$	2,042	\$	265			
Expenditures	<u>,                                      </u>	, ,	·	· ·			t				
Personal services Contractual services		955		- 1,150	\$	1,200 1,500	\$	(1,200) (350)			
Commodities		-		-		500		(500)			
Capital outlay		<u> </u>		3,223	<del></del>	2,386		837			
Total Expenditures		955		4,373	<u>\$</u>	5,586	<u>\$</u>	(1,213)			
Receipts Over (Under) Expenditures		1,287		(2,596)							
Unencumbered Cash, Beginning		6,194		7,481							
Unencumbered Cash, Ending	\$	7,481	\$	4,885							

### **SPECIAL PURPOSE FUND**

### STREET MAINTENANCE AND RECONSTRUCTION FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

			2012					
	2011 Actual			Actual	Budget			ariance - Over Under)
Receipts								
Ad valorem tax	\$	53,118	\$	22,931	\$	26,340	\$	(3,409)
Delinquent tax		1,302		3,749		-		3,749
Motor vehicle tax		7,578		13,878		17,736		(3,858)
Recreational vehicle tax		183		374		410		(36)
16/20 vehicle tax		52		110		122		(12)
Neighborhood revitalization		-		(336)		(1,489)		1,153
Reimbursed expenses		<u>6,174</u>	_					
Total Receipts		68,407		40,706	<u>\$</u>	43,119	\$	(2,413)
Expenditures								
Personal services		16,939		8,696	\$	14,000	\$	(5,304)
Contractual services		13,170		10,994		12,000		(1,006)
Commodities		25,738		10,538		16,000		(5,462)
Capital outlay		1,500		2,000		11,448		(9,448)
Neighborhood revitalization rebate		· _		· _		1,489		(1,489)
Transfer to Municipal Equipment Reserve Fund		8,000	_	8,000		8,000	_	
Total Expenditures		65,347	-	40,228	\$	62,937	\$	(22,709)
Receipts Over (Under) Expenditures		3,060		478				
Unencumbered Cash, Beginning		69		3,129				
Unencumbered Cash, Ending	\$	3,129	\$	3,607				

### SPECIAL PURPOSE FUND

### **STATE GRANTS FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL

### **Regulatory Basis**

	2011	2012
	Actual	Actual
Receipts		
State grants	\$ 272,917	\$ -
Reimbursed expenses	17	12,000
Total Receipts	272,934	12,000
Expenditures		
Contractual services	259,798	2,936
Refunds	· -	459
Transfer to General Fund		505
Total Expenditures	259,798	3,900
Receipts Over (Under) Expenditures	13,136	8,100
Unencumbered Cash, Beginning	(9,236)	3,900
Unencumbered Cash, Ending	\$ 3,900	<u>\$ 12,000</u>

### **CAPITAL PROJECT FUND**

### **SEWER PROJECT FUND**

### **SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL**

### **Regulatory Basis**

### For the Year Ended December 31, 2012

(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011	2012
Receipts	Actual	Actual
KDHE Revolving Loan proceeds Prior year purchase order cancelled	\$ 124,820 	\$ 107,200 
Total Receipts	132,718	107,200
Expenditures Contractual services Capital outlay	125,416 	58,036 45,000
Total Receipts	125,416	103,036
Receipts Over (Under) Expenditures	7,302	4,164
Unencumbered Cash, Beginning	(8,033)	(731)
Unencumbered Cash, Ending	<u>\$ (731)</u>	\$ 3,433

### **CAPITAL PROJECT FUND**

### MUNICIPAL EQUIPMENT RESERVE FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL

### **Regulatory Basis**

	2011			2012
	A	ctual		Actual
Receipts				
Transfer from Electric Utility Fund	\$	5,000	\$	5,000
Transfer from Water Utility Fund		-		3,000
Transfer from Street Maintenance and Reconstruction Fund		8,000		8,000
Total Receipts		13,000		16,000
Expenditures				
Contractual services		2,293		_
Capital outlay		10,597		
		10,001		
Total Expenditures		12,890		
Receipts Over (Under) Expenditures		110		16,000
Unencumbered Cash, Beginning		10,893		11,003
Unencumbered Cash, Ending	\$	11,003	\$	27,003

### **CAPITAL PROJECT FUND**

### **CAPITAL IMPROVEMENTS RESERVE FUND**

### **SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL**

### **Regulatory Basis**

	2011	2012
	Actual	Actual
Receipts Miscellaneous	\$ 5,500	<u>\$</u>
Expenditures Contractual services Capital outlay	3,708 11,443	-
Total Expenditures	15,151	-
Receipts Over (Under) Expenditures	(9,651)	-
Unencumbered Cash, Beginning	40,000	30,349
Unencumbered Cash, Ending	\$ 30,349	\$ 30,349

### **BUSINESS FUND**

### **ELECTRIC UTILITY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET

### **Regulatory Basis**

For the Year Ended December 31, 2012

(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

				2012						
	2011 Actual		_ <del>-</del>			Actual		Budget		ariance - Over (Under)
Receipts User fees Service connection fees Reimbursements Other Insurance refund Supplies  Total Receipts	<b>\$</b>	526,944 920 - - -	\$	521,128 1,183 7,000 80	\$ 	515,000 1,000 5,000 5,000 1,000 4,000	\$ 	6,128 183 2,000 (4,920) (1,000) (4,000)		
l otal Receipts		527,864		529,391	<u>\$</u>	531,000	\$_	(1,609)		
Expenditures Personal services Contractual services Commodities Capital outlay Utility deposit refund Other Transfer to Municipal Equipment Reserve Fund Transfer to Electric Reserve Fund Transfer to General Fund		116,915 354,859 23,595 12,024 2 5,000		100,670 362,148 51,893 835 5,000 10,000 15,000	\$	122,000 365,000 30,000 132,500 - 700 5,000 10,000 10,000	\$	(21,330) (2,852) 21,893 (131,665) - (700) - 5,000		
Total Expenditures		522,395		545,546	<u>\$</u>	675,200	<u>\$</u>	(129,654)		
Receipts Over (Under) Expenditures		5,469		(16,155)						
Unencumbered Cash, Beginning		212,072		217,541						
Unencumbered Cash, Ending	<u>\$</u>	217,541	<u>\$</u>	201,386						

### **BUSINESS FUND**

### **ELECTRIC OPERATIONS AND MAINTENANCE RESERVE FUND**

### **SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL**

### **Regulatory Basis**

	2011	2012 Actual	
	Actual		
Receipts Transfer from Electric Utility Fund	\$ -	\$ 10,000	
Expenditures	<u>-</u>		
Receipts Over (Under) Expenditures	-	10,000	
Unencumbered Cash, Beginning	166,085	166,085	
Unencumbered Cash, Ending	\$ 166,085	\$ 176,085	

### **BUSINESS FUND**

### **WATER UTILITY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

			2012							
	2011 Actual			Actual	Budget			ariance - Over Under)		
Receipts										
User fees	\$	88,821	\$	95,721	\$	95,000	\$	721		
Connection fees		635		1,015		700		315		
Reimbursements		258		1,390		-		1,390		
Miscellaneous	····			25	_			25		
Total Receipts		89,714		98,151	\$	95,700	<u>\$</u>	2,451		
Expenditures										
Personal services		20,222		43,231	\$	35,000	\$	8,231		
Contractual services		29,001		35,624		25,000		10,624		
Commodities		15,133		17,487		18,000		(513)		
Capital outlay		4,512		-		30,687		(30,687)		
Transfer to Municipal Equipment Reserve Fund				3,000		-		3,000		
Transfer to Water Reserve Fund		7,500	-	7,500		7,500		-		
Total Expenditures		76,368		106,842	\$	116,187	\$	(9,345)		
Receipts Over (Under) Expenditures		13,346		(8,691)						
Unencumbered Cash, Beginning		27,387		40,733						
Unencumbered Cash, Ending	\$	40,733	\$	32,042						

### **BUSINESS FUND**

### **WATER RESERVE FUND**

### **SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL**

### **Regulatory Basis**

	2011	2012
	Actual	Actual
Receipts Transfer from Water Utility Fund	\$ 7,50	0 \$ 7,500
Expenditures		==
Receipts Over (Under) Expenditures	7,50	7,500
Unencumbered Cash, Beginning	28,14	0 35,640
Unencumbered Cash, Ending	\$ 35,64	0 \$ 43,140

### **BUSINESS FUND**

### **SEWER UTILITY FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

			2012					
		2011 Actual Actual		Actual	Budget			ariance - Over Under)
Receipts								
User fees	\$	62,854	\$	63,547	\$	63,000	\$	547
Hookup fees		25		-		-		-
Reimbursements		1,898		-		2,000		(2,000)
Miscellaneous		_		1,805		550		1,255
Total Receipts		64,777		65,352	\$	65,550	<u>\$</u>	(198)
Expenditures								
Personal services		22,773		27,517	\$	18,000	\$	9,517
Contractual services		10,324		7,051		10,000		(2,949)
Commodities		5,771		6,443		7,000		(557)
Capital outlay		4,512		8,294		48,048		(39,754)
Loan principal		-		6,033		20,000		(13,967)
Loan interest				2,358				2,358
Total Expenditures		43,380		57,696	<u>\$</u>	103,048	\$	(45,352)
Receipts Over (Under) Expenditures		21,397		7,656				
Unencumbered Cash, Beginning		26,309		47,706				
Unencumbered Cash, Ending	<u>\$</u>	47,706	\$	55,362				

### **BUSINESS FUND**

### **LANDFILL FUND**

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

	2012							
	2011 Actual		Actual		Budget		Variance - Over (Under)	
Receipts			_				_	/a a=a\
User fees Interest received	•	,327 ,260	\$ 	46,127 420	<b>\$</b>	50,000	\$ 	(3,873) 420
Total Receipts	45	5,587		46,547	\$	50,000	\$	(3,453)
Expenditures								
Personal services		-		1,328	\$	3,000	\$	(1,672)
Contractual services	44	1,079		44,671		47,000		(2,329)
Commodities		225		209		54		155
Capital outlay				2,000				2,000
Total Expenditures	44	<u>1,304</u>		48,208	\$	50,054	\$	(1,846)
Receipts Over (Under) Expenditures	1	,283		(1,661)				
Unencumbered Cash, Beginning		,554		2,837				
Unencumbered Cash, Ending	\$ 2	2,837	\$	1,176				

### **BUSINESS FUND**

### MUNICIPAL GOLF COURSE FUND

### SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET Regulatory Basis

			2012					
	2011 Actual		Actual		Budget		Variance - Over (Under)	
Receipts								
Membership fees	\$	5,600	\$ 7,050		6,200	\$	850	
Daily green fees		1,866	2,413		2,800		(387)	
Cart shed rental		3,480	3,837		4,000		(163)	
Federal grants		-	6,339		-		6,339	
Miscellaneous	-	835	4,658		2,600	-	2,058	
Total Receipts		11,781	24,297	\$	15,600	<u>\$</u>	8,697	
Expenditures								
Personal services		2,743	1,433	\$	5,100	\$	(3,667)	
Contractual services		1,710	4,162		1,700		2,462	
Commodities		772	1,187		1,500		(313)	
Capital outlay		-	500		1,339		(839)	
Lease purchase payment - principal		5,090	5,345		7,900		(2,555)	
Lease purchase payment - interest		2,809	2,555		<del>-</del>		2,555	
Total Expenditures		13,124	15,182	\$	17,539	\$	(2,357)	
Receipts Over (Under) Expenditures		(1,343)	9,115					
Unencumbered Cash, Beginning		1,639	296					
Unencumbered Cash, Ending	\$	296	\$ 9,411					

### **AGENCY FUNDS**

### SCHEDULE OF RECEIPTS AND CASH DISBURSEMENTS

### **Regulatory Basis**

For the Year Ended December 31, 2012

Fund	Beginning Cash Balance		Receipts	Disk	oursements	Ending Cash Balance		
Payroll Clearing Fund Utility Deposit Fund	\$	1,183 4,396	\$ 247,472 4,147	\$	248,345 3,061	\$	310 5,482	
Total	\$	5,579	\$ 251,619	\$	251,406	\$	5,792	

### **RELATED MUNICIPAL ENTITY**

### **LIBRARY BOARD**

### **SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL**

### **Regulatory Basis**

### For the Year Ended December 31, 2012

(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 	2012 Actual	
Receipts			
CKLS	\$ 4,037	\$ 3,987	
Memorials and donations	618	1,545	
Interest received	62	63	
City allocation	10,900	11,307	
E-rate	330	382	
Miscellaneous	193	298	
Sale of computer & desk	50	-	
Grants - State of Kansas	230	200	
Total Receipts	16,420	17,782	
Expenditures			
Personal services	12,166	12,526	
Books, periodicals and videos	3,488	3,482	
Supplies	1,405	1,472	
Miscellaneous	567	434	
Education	310	844	
Telephone and internet	643	646	
Computer	1,604	-	
Furniture	884	257	
Total Expenditures	21,067	19,661	
Receipts Over (Under) Expenditures	(4,647)	(1,879)	
Unencumbered Cash, Beginning	14,590	9,943	
Unencumbered Cash, Ending	\$ 9,943	\$ 8,064	